

City of Albuquerque

Request for Proposals ADDENDUM #1

RFP2006-003-SV

**“Casualty Insurance Adjuster:
Vehicular, Liability & Collision Claims”**



Proposal Due Date: 31 August 2005: NLT 4:00 p.m. [MDT]
The time and date proposals are due shall be strictly observed.

City of Albuquerque
Department of Finance and Administrative Services
Purchasing Division
08/18/05

The purpose of this first addendum is to publish the following question and resulting amendment to this Request for Proposals.

Vendor Question: We have reviewed the RFP and noticed in section 1.25.1 that the City requires the successful bidder to name the City as an additional insured for all coverages. We had recently addressed this issue with the City regarding our Professional Liability coverage yet the language in the RFP is different then what we recently agreed to. As a matter of practice Professional Liability carriers do not provide additional insured status to anyone other then the named policy holder.

ANS: Correct; we do not ask for the City to be an additional insured on Professional Liability or Workers' Comp.

Please replace Paragraph 1.25.1 with the following paragraph as amended:

1.25.1 General Conditions: The City will require that the successful Offeror, referred to as the Contractor, procure and maintain at its expense during the term of the contract (agreement) resulting from the RFP, insurance in the kinds and amounts hereinafter provided with insurance companies authorized to do business in the State of New Mexico, covering all operations of the Contractor under the contract. Upon execution of the contract (agreement) and on the renewal of all coverage, the Contractor shall furnish to the City a certificate or certificates in form satisfactory to the City showing that it has complied with these insurance requirements. All certificates of insurance shall provide that thirty (30) days written notice be given to the Risk Manager, Department of Finance and Administrative Services, City of Albuquerque, P.O. Box 470, Albuquerque, New Mexico, 87103, before a policy is canceled, materially changed, or not renewed. Various types of required insurance may be written in one or more policies. The City shall be named an additional insured for all coverages with the exception of Professional Liability insurance and Worker's Compensation insurance, and the coverages afforded shall be primary with respect to operations provided.

Section 1 of the RFP, Paragraph 1.25.3, "Coverage Required": Please add the following sub-paragraph 1.25.3.4 as follows:

1.25.3.4 Professional Liability Insurance. Professional liability insurance in an amount not less than \$1,000,000.00 per claim and aggregate.

Please incorporate any changes in this Addendum in the original RFP Document. Sign and return this Addendum with your RFP response.

If I can be of further assistance regarding this process, please call me at (505) 768-3341 or e-mail svescovi@cabq.gov
Thank you for your interest in this project.

Sincerely,



Sandra Vescovi
Contracting Supervisor
DFAS, Purchasing

Addendum Acknowledged:

Company Name

Printed Name

Signature

(Date)

Copy: Ronn D. Jones, Purchasing Officer
Sandra Doyle, Director, Department of Finance & Administrative Services
City Clerk
File: RFP06-003-SV